

Town of Stratham
Memorial Day Parade and Ceremony

Times:

- 12:00 P.M.** The SVFD will have a Memorial Service at the fire station flagpole in memory of past fireman.
- 1:00 P.M.** The Parade will start forming at the Jackrabbit Lane entrance to Stratham Hill Park under direction of Parade Marshall, Dave Emanuel. The Parade will include the Color Guards, Fire Department, all of the Scout groups and any others who wish to participate.
- 1:30 p.m.** The Memorial Day parade will march from Jackrabbit Lane, east onto Portsmouth Avenue to Stratham Hill Park.
- 1:45 p.m.** The Memorial Day Program will begin at the Memorial Garden at Stratham Hill Park.

Important Information for Parade Participants and their parents:

- **PARENTS Dropping Off participants:**
Refer to the attached map of the park. Follow the **red arrows**. For the safety of participants of all ages it is important that the traffic pattern be followed exactly as it appears on the map.
 1. Proceed on Jackrabbit Lane to the first driveway on your left and park in the Scamman Field lot or adjacent to the 4-H Barn as shown on the diagram and escort your child to the line-up area OR
 2. Proceed to the end of Jackrabbit Lane, bear right and park in the field. Escort you child to the line-up area.
 3. **THERE IS NO PARKING ON JACKRABBIT LANE. THE PARADE WILL NEED THE FULL WIDTH OF THE ROAD TO MARCH DOWN JACKRABBIT LANE TO PORTSMOUTH AVE.**
- **VEHICLES participating in the parade:**
Refer to the attached map of the park. Follow the **blue arrows**. For the safety of participants of all ages it is important that the traffic pattern be followed exactly as it appears on the map.
 1. Proceed on Jackrabbit Lane to the **SECOND** driveway on the left.
 2. Enter the driveway and **bear right** at the 4-H barn.
 3. Follow the blue arrows on the attached map.
 4. Proceed beside the 4-H barn and turn right.
 5. Proceed to the intersection and turn right.
 6. Line-up will be inside the park.

Jeff Gallagher
Memorial Day Program Chairman
778-9049

PARADE SAFETY



Parades —everyone loves them, and they are often part of a community's fabric and tradition. Whether the parade is to honor an individual or our nation's independence, procedures must be in place to make the parade a grand—but safe—event for everyone to enjoy.

Routes

Foremost among things to consider are parade routes. Though in many cases the routes have long been established, it is always an item worth revisiting, as conditions along a route may have changed since the last parade stepped off. Consider the space needed for floats, street parking restrictions, traffic control and proper notice to businesses and residents along the parade route.

Beginning and End

Related to the routes are proper assembly and disbanding areas. Large parking lots or properly closed streets work nicely. Parade participants, many of whom are young children, need a safe place to get ready and to disband. There is often interplay of pedestrians and vehicles in these areas, so having proper oversight (marshals) is important, not only for safety, but to ensure that the parade rolls out smoothly and avoids log jams at the end. It is also important that all parade units maintain an adequate space (50 foot minimum) from the unit in front of them.

Rules and Conditions

All parade participants should receive, and preferably sign for, a list of parade rules and conditions. These rules and conditions would outline basic items for everyone's safety and benefit. Rules and conditions may include things like prohibiting items (candy) from being thrown from vehicles and floats, adult supervision requirements, float size limitations, the need for safety equipment on floats (fire extinguishers), and alcohol prohibition. Some rules also include suitability clauses intended to ensure that the entry meets the organization's family entertainment focus. However, this is a delicate matter that should be carefully reviewed by your legal counsel in order to avoid constitutional violations.

Parade Rules and Conditions

Town of Sample, NH

- No articles of any sort will be thrown from moving vehicles or floats to spectators.
- Participants **shall not** get on or off floats while the float/parade is underway.
- Walking participants **shall not** retrieve article like candy from floats.
- Alcoholic beverages and other controlled substances are prohibited.
- Equestrian units must have a clean-up person in keeping with the entry.
- Vehicle operators will possess the proper driver's license for the vehicle operated.
- The float/vehicle shall be properly registered and insured with copies of said documents available.
- Portable generators will be securely mounted and a fire extinguisher shall be available.
- Children must have adult supervision before, during and at the end of the parade.
- Persons riding bicycles in the parade are required to wear a helmet.
- Floats shall not be more than 35 feet long and no more than 12 feet high.
- All floats/trucks **must** have wheel guards on rear wheels.
- All participants on floats must be seated with a substantial barrier in front of them.

(Cont'd.)

Parade Rules and Conditions (cont'd.)

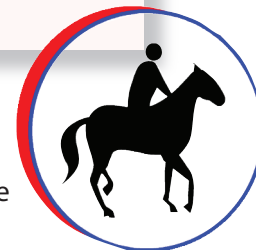
- Any standing participants must wear a safety belt to prevent falls from the float.

I hereby certify that I have read and understand the rules and conditions stated. I will hold harmless the Town of Sample et al, and any officer, agent or employee from any loss, damage or injury resulting from participation of my entry in this event.

Signature: _____ Date: _____

* **INSURANCE — REQUIRED OF ALL VEHICLES, GROUPS / ORGANIZATIONS AND LARGE ANIMALS.**

A *Certificate of Insurance* for General Liability (bodily injury and property damage) and Automobile Liability (if vehicle is in your entry) with minimum limits of \$1,000,000 per occurrence shall be required of **All Entries — No Exceptions**. The Town of Sample must be named as **Additional Insured**. If there is a vehicle in your entry, you must also submit an Insurance Policy Declaration from the **Owner** of the vehicle.



Equestrians and Livestock

Animals must be in the control of a handler at all times and all animals must remain under control. Parade officials should also insist, through rules, that loud noises be prohibited. Sudden, loud noises could startle equestrian and/or livestock. Examples are simulated firearms, sirens, air horns and even backfiring cars.

Liability Releases

A “rules and conditions” sheet may also be the appropriate place to include language often described as a liability release. Such an agreement is a tool used to limit potential liability, and can be effective when properly drafted by your legal counsel. An effective release usually contains an indemnification agreement.

Proof of Insurance

All owners of mobile units such as floats, vehicles, motorcycles, and tractors should provide proof of their liability insurance by submitting a Certificate of Insurance which can be obtained from one’s insurance agent. The Certificate of Insurance should list the government entity and its agents as Additional Insureds. In conjunction with the liability release and indemnification agreement, this step can go a long way towards transferring risk associated with the parade. It is also worth considering that all participants submit similar proof of coverage. This seems particularly important for equestrian units.

Ordinances

Communities should pass ordinances to govern the public and private use of public premises. Ordinances can outline application process and criteria, permit requirements, police protection and traffic control mandates, financial responsibility such as insurance and indemnification, or even requirements for picking up animal waste. Such ordinances should be crafted in conjunction with your community’s legal counsel, and should be periodically reviewed for accuracy and compliance with state and federal law, including constitutional law governing freedom of speech and assembly, due process, and equal protection.

Copyrighted Materials

Parade entries should also consider copyright laws. When a copyrighted work is publicly performed, it is generally required that the performance be licensed. For those entries under the direction or control of the municipality or school district, consideration should be given to obtaining a license to use materials that may be copyrighted such as music, characters, scenes from plays, or artwork that may appear as part of their entry.

Constitutional Considerations

Assemblies of persons for events involving speech or expression are subject to special considerations in order to avoid violations of state and federal constitutional rights. For example, permitting ordinances and policies must be even-handed in application, non-discriminatory, and viewpoint neutral. They must also avoid excessive government discretion, provide for administrative review of denials on a timely basis and implement a waiver mechanism for parties who cannot reasonably comply with insurance and indemnification requirements. Such issues should be reviewed with your legal counsel.

Primex³ is available to help your community to better prepare for these events so they can be safe, fun and enjoyed by all. Please call us at 1-800-698-2364 if you have further questions or need specific assistance.